

# Annual Summary Conference Form

For Teachers Not Receiving mSGP Score



Date	Name	School	Assignment	Years in District	Tenure (Y/N)
------	------	--------	------------	-------------------	--------------

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------	----------------------	----------------------	----------------------

Practice Score (85%)	SGO Score* (15%)	Summative Rating
----------------------	------------------	------------------

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

\* Average score of two SGOs

## Summative Rating Scale

Highly Effective	3.50 – 4.00
Effective	2.65 – 3.49
Partially Effective	1.85 – 2.64
Ineffective	1.00 – 1.84

## Guidelines for Conference Discussion

### Practice

Using specific documentation (observation reports, teacher reflection, etc) and citing specific evidence, identify and discuss:

- ☐ 1-3 areas of strength
- ☐ 1-3 areas for improvement

### Student Growth Objectives

Using completed SGO forms and supporting documentation (assessment results, etc), discuss:

- ☐ Successes and challenges of SGO process
- ☐ Lessons from SGOs about teaching and student learning
- ☐ Steps to improve SGOs for next year

### Professional Development Plan

Discuss strategies for improving performance next year.

- ☐ Review successes and challenges on this year's PDP
- ☐ Identify areas of professional development linked to information from evaluation
- ☐ Discuss the components and implementation of a Corrective Action Plan where warranted

	Name	Signature	Date
Teacher	<input type="text"/>	<input type="text"/>	<input type="text"/>
Evaluator	<input type="text"/>	<input type="text"/>	<input type="text"/>

- ☐ Recommended for rehire (non-tenured)
- ☐ Recommended for continued employment (tenured)
- ☐ Placed on Corrective Action Plan